



City of Nolanville  
Zoning Board of Adjustments  
Administrative Appeal Application

**Instructions: (Please read carefully)**

1. Please print with blue or black ink.
2. This application must be filled out completely and accurately. All required material must be attached to the application. Incomplete submittals will be returned to the applicant. The Planning Department cannot guarantee a deadline extension to allow for submittal of omitted information or materials.
3. The application must be signed by all legal owners of the subject property or be the legally authorized agent for the property owner(s). If the request is submitted by an agent, a notarized Designation of Agent form signed by all the legal property owner(s) must be attached to the application.
4. The following items shall accompany the application:
  - a. Zoning Board of Adjustment Filing Fee: Please refer to the current City Fee Schedule.
  - b. A copy of deed(s) of the subject property verifying legal ownership with no taxes due.
  - c. A typed legal description of the property (meets and bounds).
  - d. A letter describing in detail the reason(s) for the Appeal.
  - e. Other materials, as appropriate (i.e. photos, slides, drawings, plats, petitions, etc.)
  - f. Other information or documentation necessary to process the application, as required by the City.

Administration Only

Submittal Date: \_\_\_\_\_ Application Fee: \_\_\_\_\_  
 BOA Meeting Date: \_\_\_\_\_ Administrative Official: \_\_\_\_\_  
 Received by: \_\_\_\_\_

Property Owners Name(s): \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City/State/Zip: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Location of Property: \_\_\_\_\_  
 Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Subdivision: \_\_\_\_\_  
 Current Zoning of Property: \_\_\_\_\_

***Administrative Officials Decision being Appealed:***

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**Reason for Appeal:**

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**City Ordinance Justification:**

**NOTICE:** The City of Nolanville does not enforce deed restrictions and cannot grant exceptions to deed restrictions. Any exception granted pursuant to this application and any building permit issued pursuant to such exception does not constitute or represent approval or authority to violate deed restrictions.

**\*\*\*NOTE: \*\*\* If the property owner or agent is not present at the Board of Adjustment meeting, the case will either be denied or not considered for action.**

\_\_\_\_\_  
Signature of Owner/Agent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner/Agent

\_\_\_\_\_  
Date

STAFF COMMENTS:

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